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Introduction

Springer Nature is an Education and Research brand that publishes under the imprints of Springer, Palgrave Macmillan, Macmillan Education, and APress among others. Publishing a book is a joint effort between you and Springer Nature. We feel it is important that our authors concentrate on the content of the chapter or a book. When writing a book for Springer Nature, please do not be concerned with the final layout. That is Springer Nature’s role.

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For LaTeX users, Springer Nature provides a manuscript preparation tool that helps structure the manuscript (e.g., define the heading hierarchy). Predefined style formats are available for all the necessary structures that are supposed to be part of the manuscript, and these formats can be quickly accessed via hotkeys or special toolbars.

Note: This tool is not intended for the preparation of the final page layout. The final layout will be created by Springer Nature according to our layout specifications.

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- Upon submission in the Manuscript Submission Portal you will be asked to declare if your manuscript contains third-party content or content which is your own work but which you have previously published and if so the necessary permissions have been obtained and are available on request by the publisher. For detailed guidance please see the Springer Nature Guide to Copyright and Permissions.

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Under current law, there is a risk that the author and the publisher will be held liable if a web page to which there is a link in the author’s work contains content that infringes copyright (e.g., images or texts for which the rights were not clarified in a proper manner). In order to reduce this risk, the following measures should be taken if you include links in your work:

- Please only link to trustworthy websites (e.g., websites of renowned publishers, scientific societies, well-known companies and associations, Springer Nature websites).

- Please do not link to user-generated content and other “unprofessional” websites, for which it is unlikely that the content has undergone adequate rights checks.

- If possible, please link to specific subpages or items (images, charts, etc.) in order to reduce possible liability.

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Springer Nature is committed to upholding the integrity of the scientific record, and as a member follows the Committee on Publication Ethics (COPE) guidelines on how to deal with potential acts of misconduct. It is therefore important that the work you submit has been carried out in line with international standards for responsible research publication.

Authors should follow the minimum standards as set out in the Book Authors’ Code of Conduct and our Book Publishing Policies to adhere to the publishing standards before submitting your manuscript.
Manuscript Preparation

To guarantee a smooth publication process and a seamless transformation of your manuscript into the final layout and various electronic platforms, the manuscript needs to be structured as follows:

- **Front Matter**, in this order:
  - Title page
  - Dedication
  - Foreword
  - Preface
  - Acknowledgments
  - Competing Interests
  - Ethics Approval
  - About the book/conference
  - Table of Contents
  - About the Author (for authored books)
  - About the Editor/List of Contributors (for edited books)
  - List of Abbreviations
  - List of Figures and/or Tables

The title page and table of contents MUST appear in the manuscript’s front matter. All other sections listed above are optional. The above order is not flexible. We have defined this order as our house style and optimized our publication process to follow it strictly.

- **Text Body**: It comprises the chapters containing the content of the book, i.e., text, figures, tables, and references. Chapters can be grouped together in parts.

- **Back Matter**: After the last chapter, the back matter can contain an appendix, a glossary, and/or an index. Please find more information on page 12.

**Front Matter**

The front matter content in the published book is freely downloadable on SpringerLink to provide potential readers with more information about your work. Please note: An introduction should be treated as the first chapter in the text body.

**Title Page**

- Please include all author/editor names, their affiliations, e-mail addresses, [ORCID iD](https://orcid.org) (optional) the book title, and the subtitle. Ensure that the sequence of the author names is correct and the title of your book is final when you submit your manuscript. Please note: in the published book, affiliations are not included on the title page; they are included on the copyright page which immediately follows the title page.

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- If you intend to include a foreword, please submit it with the manuscript.
- A foreword is usually written by an authority on the subject, and serves as a recommendation of the book.
- The name of the foreword’s contributor is always given at the end; affiliations and titles are generally not included, but the date and place of writing may be.
Preface (optional)

A Preface concerns the book itself e.g., why it is important, why it was written. It should stimulate interest in the book. The Preface should not contain a reference list. The Preface should not be an introduction to the subject matter of the book. The Introduction does not belong in the front matter, it should appear as the first chapter.

Acknowledgments

Acknowledgments of support or assistance in preparing the book can be included as the last paragraph(s) of the preface. If the acknowledgment is more than one page long, it should start on a separate page under the heading: Acknowledgments.

Competing Interests

In the interests of transparency and to help readers form their own judgements of potential bias, Springer Nature requires authors to declare any competing financial and/or non-financial interests in relation to the content of the book. The corresponding author is responsible for providing a competing interests' statement on behalf of all authors. Please see below for competing interests on chapter level in edited works. For more information please see our Book Publishing Policies.

Ethics Approval

Authors must follow ethical standards for primary studies in a book/chapter manuscript with human participants, as per the Declaration of Helsinki or comparable standards. For human participants, authors are required to include a statement that informed consent (to participate and/or to publish) was obtained from individual participants. For animal studies, authors should follow legal guidelines and disclose ethical standards in the manuscript. Please see below for Ethics Approval on chapter level in edited works.

About This Book/Conference (optional)

• For conference titles, this section describes the conference (aims, duration, participants, organization, etc.).
• Describes the structure/content of the book (parts, main focus of certain chapters/groups of chapters).
• Describes any didactic elements—their importance, reasons for their use, methodology.

Table of Contents

• Front matter material is not listed in the table of contents.
• List all parts, chapters, and back matter material (e.g., an index) in their final sequence.
• If your chapters are numbered, use Arabic numerals and number the chapters consecutively throughout the book (Chapter 1, Chapter 2, etc.), i.e., do not start anew with each part. The introductory chapter must be listed as Chapter 1, if your chapters are numbered. Please do not use subchapters.
• In authored books we present two heading levels under the main chapter titles. In edited books, we present the chapter titles and the chapter author names.
• If there are parts, use Roman numerals for parts (Part I, Part II, etc.). Parts consist of a short title and can contain a short introductory text (optional). Please don’t use subparts.

About the Author (optional)
A brief biography (ca. 100–250 words) including institutional affiliations, other written works, and accomplishments.

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• Alternatively, the typesetter will create a List of Contributors with the names and affiliations as they are provided in the chapters without degrees/credentials.
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List of Abbreviations (optional)
A list of abbreviations and/or symbols may be very helpful if numerous abbreviations and special symbols are scattered throughout the text.

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• A List of Figures can be generated if non-keyed material is provided with the manuscript handover. Non-keyed material may include items such as figures, illustrations, and maps.
• A separate List of Tables can be generated if tables are provided.
• Individual items will be labeled according to chapter number and sequence (e.g., Fig. 1.1 will be the first figure in chap. 1; Fig. 1.2 will be the second figure in chap. 1, etc.).

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• Chapter abstracts are strongly encouraged because they have been proven to significantly increase a book’s visibility. Good abstracts will mean that more people read your book. These will appear online at SpringerLink and other sites and will be available with unrestricted access to facilitate online searching (using, e.g., Google) and allow unregistered users to read the abstract as a teaser for the complete chapter.
• Begin each chapter with an abstract that summarizes the content of the chapter in no more than 200 words.
• If no abstract is submitted the first paragraph of the chapter will be used instead.
• Please note that abstracts will not always appear in the print version of the book. For further details, please consult your editor.
Keywords (if applicable)

- Please consult your editor for keyword usage.
- Each keyword should not contain more than two compound words, and each keyword phrase should start with an uppercase letter.
- When required we allow three to six keywords per chapter.
- When selecting the keywords, think of them as terms that will help someone locate your chapter at the top of the search engine list using, for example, Google. Very broad terms, (e.g., “Case study” by itself) should be avoided as these will result in thousands of search results but will not result in finding your chapter.

Headings and Heading Numbering

- Heading levels should be clearly identified and each level should be uniquely and consistently formatted and/or numbered.
- Use the decimal system of numbering if your headings are numbered.
- Never skip a heading level. The only exceptions are run-in headings which can be used at any hierarchical level.

This is a Run-in Heading This type of heading has the same type size as the body text, it is formatted in bold or in italics and is followed by text on the same line.

Terminology, Units, and Abbreviations

- Technical terms and abbreviations should be defined the first time they appear in the text.
- Please always use internationally accepted signs and symbols for units—so-called SI units.
- Numerals should follow the British/American method of decimal points to indicate decimals; commas should be used to separate thousands.

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Manuscripts will be checked by a copy editor for formal style. Springer Nature follows certain layouts and standards with regard to the presentation of the content, and the copy editors make sure that the manuscript conforms to these styles. When you receive the page proofs during the production of your book, please do not make changes that involve only matters of style.

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- *Italics* should be used for emphasized words or phrases in running text, but do not format entire paragraphs in italics.
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- **Bold** formatting should only be used for run-in headings and small capitals for indicating optical activity (D- and L-dopa).
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- For additional didactic elements such as examples, questions, exercises, summaries, or key messages in textbooks and in professional books, please use a consistent style for each of these elements and submit a list of the styles used together with your manuscript. For LaTeX users please use the Springer Nature macro package to highlight these elements.

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- In Word, use the Math function, MathType, or Microsoft Equation editor to create your equations. Please don’t include the equations as images.
- In LaTeX, use the Math environment to create your equations.

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- Authored books: Either American or British spelling and punctuation are acceptable but chose one and use it consistently throughout the whole book, except for quoted material which should be left as it is in the original.
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Please quote the titles or numbers of chapters, sections, or subsection in cross-references instead of the page numbers, because it is not possible to include links to page numbers in the online version. Links to chapters, sections, or subsections will be included in the ebook.

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- Give each table a caption. Add a reference citation to the table source at the end of the caption, if necessary.
- Number tables consecutively using the chapter number (e.g., Table 1.1 for the first table in Chap. 1) and ensure that all tables are cited in the text in sequential order. Do not write “the following table”.
- Use the table function to create and format tables. Do not use the space bar or multiple tabs to separate columns and do not use Excel to create tables as this can cause problems when converting your tables into the typesetting program and other formats.
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• Please use black single lines only for the distinction of lines and columns. Transparent lines, double lines and other types of lines will be converted into black single lines during typesetting.

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• If a figure is reproduced from a previous publication, include the source as the last item in the caption.

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• Do not submit tabular material as figures.
• Graphics and diagrams should be saved as EPS files with the fonts embedded. Microsoft Office files (Excel or PowerPoint) can be submitted in the original format (xls, xlsx, ppt, pptx). Scanned graphics in TIFF format should have a minimum resolution of 1200 dpi.
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• Ensure that all the figure lettering is clearly readable—optimum size 8–12 points.
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• Supply all supplementary material in standard file formats.
• Please include the following information in each file: chapter title, book title, author/editor names; affiliation and e-mail address of the corresponding author.
• To ensure that your readers can access the material easily, please keep in mind that large files may require very long download times.
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Please provide a still, illustrative image with each video and include it as one of the numbered figures, placing it in the text at the appropriate position. Please include a short description about what is shown in the video in the figure caption.

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<td>If no HD is available 1024 x 576 (PAL 16:9)</td>
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<td>Audio bitrate</td>
<td>320 Kbit/s, stereo. 44,1 KHz</td>
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<tr>
<td>Sound</td>
<td>AAC</td>
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</table>

Text and Presentations
- Submit your material in PDF format; .doc or .ppt files are not suitable for long-term viability.
- A collection of figures may also be combined in a PDF file.

Spreadsheets
- Spreadsheets should be converted to PDF if no interaction with the data is intended.
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- the manuscript contains a descriptive caption for each supplementary material
- video files do not contain anything that flashes more than three times per second (so that users prone to seizures caused by such effects are not put at risk).
Acknowledgments

Acknowledgment of support, or assistance in preparing individual chapters can be included under Acknowledgments.

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Edited works: Please include a declaration with the heading “Competing Interests” at the end of each chapter before the Reference section. Examples 1–4:

1. This study was funded by [X] [grant number X].
2. [Author first name and last name] has a received research grant from [Company X].
3. [Author first name and last name] has received speaker and consultant honoraria from [Company X] and [Company Y].

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When including primary studies in a chapter manuscript with human participants, authors must adhere to the ethical standards as laid down in the 1964 Declaration of Helsinki and its later amendments or comparable ethical standards. Please include a section with the heading Ethics Approval. Sample text: This study was performed in line with the principles of the Declaration of Helsinki. Approval was granted by the Ethics Committee of University B (Date.../No. ...).

In addition, for human participants, authors are required to include a statement that informed consent (to participate and/or to publish) was obtained from individual participants or parents/guardians if the participant is minor or incapable.

If animals are studied, authors should make sure that the legal requirements or guidelines in the country and/or state or province for the care and use of animals have been followed or specify that no ethics approval was required.

References

As a rule, all the references given in the list of references should be cited in the body of a text (i.e., in the text proper, any appendix, any footnotes to either of these, figure legends, or tables). Of course, any reference may be cited more than once. Citation may take one of two forms:

- **By name of cited author and year of publication:**
  - Two authors: (Miller and Smith 1994) or Miller and Smith (1994).
  - Three authors or more: (Miller et al. 1995) or Miller et al. (1995).

- **By number, whether sequential by order of citation or according to the sequence in an alphabetized list:**
  - Single citation: [9].
  - Multiple citation: [4–6, 9]. The citations should be in numerical order.
  - Sequential citation by order of citation: reference 7 cannot be cited before reference 5, for example.
Any pages, figures, etc. referred to specifically should be given in the text with the citations, as in these examples:
- (see p. 43 in [9]) or [9, p. 43].
- (see Fig. 4 in Smith and Jones 1997) or (Smith and Jones 1997, Fig. 4) or Smith and Jones (1997, Fig. 4).

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- Include a reference list at the end of each chapter so that readers of single chapters of the eBook can make full use of the citations. References at the end of the book cannot be linked to citations in the chapters. Please do not include reference lists at the end of a chapter section, at the end of a book part, in a preface, or in an appendix.
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- Entries in the list must be in alphabetical order except in the numbered system of sequential citation. The rules for alphabetization are:
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  - Next, all works by the author with a coauthor, ordered alphabetically by coauthor.
  - Finally, all works by the author with several coauthors, ordered chronologically by year of publication.

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Choose the appropriate style for your subject from the list below. Please note that the adapted and standardized forms are based on, but differ slightly from, certain recommended styles (e.g., APA, Chicago).
Springer Nature Style | Discipline Examples | Key Style Points: Reference styles
---|---|---
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**Vancouver Style** Based on the NLM guidelines *Citing Medicine* | Medicine, Biomedicine | **Vancouver Style**

**MathPhys Style** | Mathematics, Physics, Statistics | **MathPhys Style**

**Physics Style** Based on the reference list style of the *American Physical Society (APS)* | Physics | **Physics Style**

**Social Sciences/Psychology Style** Adapted from the reference list style that was established by the American Psychological Association (APA) | Social Sciences, Psychology | **SocPsych Style**

**Humanities Style** Based on the reference list style as suggested by the *Chicago Manual of Style (15th ed.)* | Humanities, Linguistics, Philosophy | **Humanities Style**

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- Do not include a reference list containing the cited literature in the back matter, as references are then not linked to citations in the chapters. Instead, include reference lists at the end of each chapter. A list of further reading may be included in the back matter.

**Appendix**
- An appendix cannot include a reference list.
- Include important original content within a chapter, not in the book appendix, as any appendix in the back matter of a book will appear with unrestricted access in the eBook on SpringerLink.
Glossary

- A glossary may be included. Terms in the glossary are arranged alphabetically, each on a separate line and followed by its definition.
- A glossary always consists of terms and their explanation, whereas a list of abbreviations only contains the abbreviations and their written out forms without any further explanation.

Index

- Please check with your editor if an index is desired. If an index is required, please be sure to provide index terms in the final manuscript.
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